	CLERK TREASURER	Budget Utilization				Budget Variance					Proposed Budget			
	Account	2010	2011	2012	2010 Original	2010 Over(Under) Expend	2011 Original	2011 Over(Under) Expend	2012 Original	2012 Over(Under) Expend	2013 Original	2014 Proposed	\$ Change 2013-2014	% Change 2013-2014
110	Salaries, Full Time	163,028.31	165,194.09	161,572.72	174,191.00	(11,162.69)	165,907.00	(712.91)	170,343.00	(8,770.28)	173,444.00	176,906.00	3,462.00	2.00%
120	Salaries, Part Time	0.00	0.00	0.00	4,050.00	(4,050.00)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
130	Overtime	791.50	821.73	2,632.45	3,120.00	(2,328.50)	2,280.00	(1,458.27)	2,000.00	632.45	2,000.00	10,000.00	8,000.00	400.00%
151 OLD	Personnel Insurance	571,896.40	688,284.37	775,725.67	695,000.00	(123,103.60)	662,200.00	26,084.37	761,593.00	14,132.67	856,041.00	0.00	(856,041.00)	-100.00%
15101	Medical Insurance-Employees											885,776.00	885,776.00	NEW
15102	Dental Insurance-Employees											56,297.00	56,297.00	NEW
15103	Vision Insurance-Employees											11,443.00	11,443.00	NEW
	Dependent Insurance	505,749.55	528,943.23	613,900.21	610,000.00	(104,250.45)	583,300.00	(54,356.77)	617,575.00	(3,674.79)	741,734.00	0.00	(741,734.00)	-100.00%
15101	Medical Insurance-Employees			·		,		,		,	·	669,806.00	669,806.00	NEW
	Dental Insurance-Employees											71,779.00	71,779.00	NEW
15103	Vision Insurance-Employees											6,994.00	6,994.00	NEW
	INPRS, FICA/MED, EMP SEC	242,645.38	251,662.90	273,776.05	253,815.00	(11,169.62)	257,200.00	(5,537.10)	270,774.00	3,002.05	303,229.00	0.00	(303,229.00)	-100.00%
15301	OASDI/Medicare					(11,10010_)	201,200100	(5,551115)	,	5,002.00	000,==0.00	181,205.00	181,205.00	NEW
15303	INPRS Pension - Civil											135,079.00	135,079.00	NEW
15304	Unemployment											11,627.00	11,627.00	NEW
15305	Life Insurance-Employees											11,595.00	11,595.00	NEW
15306	LTD Insurance-Employees											4,043.00	4,043.00	NEW
165	Wellness Incentives	8.452.40	140.95	5,159.26	0.00	8.452.40	0.00	140.95	0.00	5,159.26	0.00	12,000.00	12,000.00	NEW
100	TOTAL PERSONAL SERVICES	1,492,563.54	1,635,047.27	1,832,766.36	1,740,176.00	(247,612.46)	1,670,887.00	(35,839.73)	1,822,285.00	10,481.36	2,076,448.00	2,244,550.00	168,102.00	8.10%
100	TO THE PERSONAL DERVIDED	1,402,000.04	1,000,047.27	1,002,700.00	1,140,170.00	(247,012.40)	1,070,007.00	(00,000.70)	1,022,200.00	10,401.00	2,070,440.00	2,244,000.00	100,102.00	0.1070
210	Office Supplies	18,885.84	19,020.45	21,262.56	23,000.00	(4,114.16)	23,000.00	(3,979.55)	20,000.00	1,262.56	20,000.00	18,500.00	(1,500.00)	-7.50%
236	Grounds Improvements	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
290	Other Supplies	0.00	0.00	270.79	0.00	0.00	0.00	0.00	0.00	270.79	0.00	0.00	0.00	0.00%
200	TOTAL SUPPLIES	18,885.84	19,020.45	21,533.35	23,000.00	(4,114.16)	23,000.00	(3,979.55)	20,000.00	1,533.35	20,000.00	18,500.00	(1,500.00)	-7.50%
310	Computer Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
311	Legal Services	0.00	0.00	0.00	4,000.00	(4,000.00)	2,625.00	(2,625.00)	2,625.00	(2,625.00)	2,625.00	1,750.00	(875.00)	-33.33%
312	Consulting	29,812.25	9,417.00	10,089.75	30,000.00	(187.75)	16,000.00	(6,583.00)	16,000.00	(5,910.25)	12,000.00	0.00	(12,000.00)	-100.00%
31300	Financial Advisor Services											10,000.00	10,000.00	NEW
31400	Other Professional Services											50,000.00	50,000.00	NEW
32000	Newsletter & Edit Services											12,000.00	12,000.00	NEW
321	Postage	18,226.00	18,355.76	18,738.11	21,100.00	(2,874.00)	18,500.00	(144.24)	18,500.00	238.11	18,500.00	18,500.00	0.00	0.00%
322	Travel	3,045.23	5,340.64	11,904.19	7,000.00	(3,954.77)	5,800.00	(459.36)	5,500.00	6,404.19	6,000.00	6,000.00	0.00	0.00%
323	Telephone	6,744.70	5,532.18	6,063.47	7,000.00	(255.30)	6,900.00	(1,367.82)	5,760.00	303.47	6,708.00	3,900.00	(2,808.00)	-41.86%
330	Informational Printing	5,656.79	5,623.66	7,607.99	9,500.00	(3,843.21)	8,500.00	(2,876.34)	8,500.00	(892.01)	8,400.00	8,800.00	400.00	4.76%
331	Legal Notices	2,000.00	799.00	1,099.30	2,000.00	0.00	2,000.00	(1,201.00)	2,000.00	(900.70)	1,500.00	2,000.00	500.00	33.33%
	Insurance	91,490.05	136,320.62	146,911.06	178,000.00	(86,509.95)	165,000.00	(28,679.38)	162,000.00	(15,088.94)	157,000.00	0.00	(157,000.00)	-100.00%
	Property & Liability Insurance	01,100.00	.00,020.02	,		(00,000.00)	.00,000.00	(20,0.0.00)	.02,000.00	(10,000.04)	.0.,000.00	69,000.00	69,000.00	NEW
34102	Workers Compensation Insurance											93,000.00	93,000.00	NEW
342	Official Bonds	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
362	Repairs/Maint/Improve Services - Equipment & Vehicles	1,114.04	305.00	190.05	3,200.00	(2,085.96)	2,000.00	(1,695.00)	2,000.00	(1,809.95)	1,500.00	2,335.00	835.00	55.67%

Budget 2014

372	Equipment Rental											210.00	210.00	NEW
391 OLD	Memberships & Dues	9,544.73	9,351.49	9,626.09	9,122.00	422.73	9,345.00	6.49	9,367.00	259.09	9,875.00	0.00	(9,875.00)	-100.00%
39101	Subscriptions											550.00	550.00	NEW
39102	Memberships & Dues											9,040.00	9,040.00	NEW
392	Public Relations	10,856.71	13,455.53	21,067.03	15,000.00	(4,143.29)	12,900.00	555.53	12,900.00	8,167.03	19,575.00	20,000.00	425.00	2.17%
393	Elections	0.00	20,091.44	0.00	0.00	0.00	0.00	20,091.44	0.00	0.00	0.00	0.00	0.00	0.00%
394	Contract Services	152,307.98	179,955.41	287,909.91	176,862.00	(24,554.02)	166,387.00	13,568.41	163,589.00	124,320.91	210,987.00	35,860.00	(175,127.00)	-83.00%
395	Service Agency Payments											108,324.00	108,324.00	NEW
396	Instruction	1,740.00	1,280.00	1,053.50	1,200.00	540.00	1,600.00	(320.00)	1,600.00	(546.50)	1,600.00	6,000.00	4,400.00	275.00%
397	Licenses, Permits & Fees	7,008.82	7,684.93	9,666.45	8,840.00	(1,831.18)	8,240.00	(555.07)	7,920.00	1,746.45	8,520.00	8,960.00	440.00	5.16%
300	TOTAL OTHER SERVICES & CHARGES	339,547.30	413,512.66	531,926.90	472,824.00	(133,276.70)	425,797.00	(12,284.34)	418,261.00	113,665.90	464,790.00	466,229.00	1,439.00	0.31%
441	Furniture & Fixtures	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
443	Office Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
444	Other Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
400	TOTAL CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
		•												
	TOTAL	1.850.996.68	2,067,580.38	2,386,226.61	2,236,000.00	(385,003.32)	2,119,684.00	(52,103.62)	2,260,546.00	125,680.61	2,561,238.00	2,729,279.00	168,041.00	6.56%

Overexpenditure indicates transfers made to authorize greater spending than original budget.

DEPARTMENT: CLERK TREASURER

LINE ITEM #: 110 TITLE: Salaries, Full Time

DESCRIPTION:

Full Time Salaries for Clerk-Treasurer's staff			

	<u>BUDGETED</u>	<u>EXPENDED</u>
2010	174,191.00	163,028.31
2011	165,907.00	165,194.09
2012	170,343.00	161,572.72
2013	173,444.00	
2014	176,906.00	

2.00% INCREASE FROM 2013 TO 2014:

QTY	UM	UNIT PRICE	DETAIL OF ESTIMATE FOR REQUEST	TOTAL
26	biweekly	\$1,482.08	Clerk-Treasurer - Judy Rhodes (60% CT/40% WWTU)	38,534.08
26	biweekly	\$1,625.45	Administrative Assistant	42,261.70
26	biweekly	\$1,081.61	Accounting III - Nicole Stocks (60% CT/40% WWTU)	28,121.86
26	biweekly	\$1,021.04	Accounting II - Heather Kidwell (60%CT/40% WWTU)	26,547.04
26	biweekly	\$863.22	Accounting I - Katrina Vaughan (60% CT/40% WWTU)	22,443.72
26	biweekly	\$730.64	Accounting II -Kathleen Henderson (50% CT/50% WWTU)	18,996.64
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			LINE TOTAL:	176,906.00

DEPARTMENT:	CLERK TREASURER		
LINE ITEM #:	130	TITLE:	Overtime
DESCRIPTION:			

Overtime pay for Clerk-Treasurer's staff paid in lieu of comp time.

	BUDGETED	EXPENDED
2010	3,120.00	791.50
2011	2.280.00	821.73

2,632.45

INCREASE FROM 2013 TO 2014: 400.00%

2,000.00

10,000.00

2012_____ 2,000.00

2013 _____ 2014 _

INCOME SOURCE FOR LINE ITEM: General Fund

JUSTIFICATION OF ITEM

DEPARTMENT: CLERK TREASURER

LINE ITEM #: 151 OLD TITLE: Personnel Insurance

DESCRIPTION:

Insurance Benefits			

	BUDGETED	<u>EXPENDED</u>
2010	695,000.00	571,896.40
2011	662,200.00	688,284.37
2012	761,593.00	775,725.67
2013	856,041.00	
2014	972,406.00	

94,448.00

INCREASE FROM 2013 TO 2014: 13.59%

QTY	UM	UNIT PRICE	DETAIL OF ESTIMATE FOR REQUEST	TOTAL
			Personnel Insurance for employees.	-
			Includes health (medical, vision, dental), life insurance, and	-
			long term disability.	-
			Full time employees working are eligible.	-
			Regular part-time employees are eligible only for life	-
			insurance.	-
				-
			Mayor, CT, Eng, Parks, Police, Fire, Development	-
1		\$885,776.07	Medical	885,776.07
1		\$56,296.93	Dental	56,296.93
1		\$11,443.20	VSP Vision	11,443.20
1		\$12,771.08	Basic Life - 2013 Rate Frozen	12,771.08
1		\$6,118.70	Long Term Disability - 2013 Rate Frozen	6,118.70
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				-
			LINE TOTAL:	972,406.00

LINE ITEM #: 15101 TITLE: Medical Insurance-Employees

DESCRIPTION:		
Medical Insurance for Employees		

	<u>BUDGETED</u>	<u>EXPENDED</u>
2010		
2011		
2012		
2013		
2014	885,776.00	

INCREASE FROM 2013 TO 2014: **0.00%**

INCOME SOURCE FOR LINE ITEM: General Fund

JUSTIFICATION OF ITEM

LINE ITEM #: 15102 TITLE: Dental Insurance-Employees

DESCRIPTION:		
Dental Insurance for Employees		

	<u>BUDGETED</u>	<u>EXPENDED</u>
2010		
2011		
2012		
2013		
2014	56,297.00	_

INCREASE FROM 2013 TO 2014: **0.00%**

INCOME SOURCE FOR LINE ITEM: General Fund

JUSTIFICATION OF ITEM

LINE ITEM #: 15103 TITLE: Vision Insurance-Employees

DESCRIPTION:	
Vision Insurance for Employees	

	<u>BUDGETED</u>	<u>EXPENDED</u>
2010		
2011		
2012		
2013		
2014	11,443.00	

INCREASE FROM 2013 TO 2014: **0.00%**

JUSTIFICATION OF ITEM				
QTY	UM	UNIT PRICE	DETAIL OF ESTIMATE FOR REQUEST	TOTAL
			Mayor, CT, Eng, Parks, Police, Fire, PMC	-
1		\$11,443.00	Vision	11,443.00
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				-
				-
				11,443.00

DEPARTMENT: CLERK TREASURER

LINE ITEM #: 152 OLD TITLE: Dependent Insurance

DESCRIPTION:

Insurance Benefits			

	<u>BUDGETED</u>	<u>EXPENDED</u>
2010	610,000.00	505,749.55
2011	583,300.00	528,943.23
2012	617,575.00	613,900.21
2013	741,734.00	
2014	747 579 00	

INCREASE FROM 2013 TO 2014:	0.79%
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JUSTIFICATION OF ITEM				
QTY	UM	UNIT PRICE	DETAIL OF ESTIMATE FOR REQUEST	TOTAL
			Dependent insurance for eligible dependents of employees.	-
			Health insurance only (medical, vision and dental.)	-
				-
				-
1		\$668,806.14	Medical	668,806.14
1		\$71,778.54	Dental	71,778.54
1		\$6,993.84	VSP Vision	6,993.84
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			LINE TOTAL:	747,579.00

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LINE ITEM #: 15101 TITLE: Medical Insurance-Employees

DESC	CRII	PTI	ON

Medical Insurance for Employee Dependents		

	<u>BUDGETED</u>	<u>EXPENDED</u>
2010		
2011		
2012		
2013		
2014	669,806.00	

INCREASE FROM 2013 TO 2014: 0.00%

INCOME SOURCE FOR LINE ITEM: General Fund

JUSTIFICATION OF ITEM

QTY	UM	UNIT PRICE	DETAIL OF ESTIMATE FOR REQUEST	TOTAL
(
			Mayor, CT, Eng, Parks, Police, Fire, PMC	
		Ф. сео 00 c 00		660,006,00
1		\$669,806.00	Medical	669,806.00
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				669,806.00
				669,806.0

DEPARTMENT:	CLERK TREASURER
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LINE ITEM #: 15102 TITLE: Dental Insurance-Employees

DESC	CRII	PTI	ON

Dental Insurance for Employee Dependents		

	<u>BUDGETED</u>	<u>EXPENDED</u>
2010		
2011		
2012		
2013		
2014	71,779.00	

INCREASE FROM 2013 TO 2014: **0.00%**

INCOME SOURCE FOR LINE ITEM: General Fund

JUSTIFICATION OF ITEM

QTY	UM	UNIT PRICE	DETAIL OF ESTIMATE FOR REQUEST	TOTAL
			Mayor, CT, Eng, Parks, Police, Fire, PMC	
1		\$71,779.00	Dental	71,779.00
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				71,779.00

DEPARTMENT:	CLERK TREASURER
DEI AKTMENT.	CLERK TREASURER

LINE ITEM #: 15103 TITLE: Vision Insurance-Employees

DES	CRI	PT	TIC	N	•

Vision Insurance for Employee Dependents		

	<u>BUDGETED</u>	<u>EXPENDED</u>
2010		
2011		
2012		
2013		
2014	6,994.00	

INCREASE FROM 2013 TO 2014: 0.00%

JUSTIFICATION OF ITEM					
QTY	UM	UNIT PRICE	DETAIL OF ESTIMATE FOR REQUEST	TOTAL	
			Mayor, CT, Eng, Parks, Police, Fire, PMC		
1		\$6,994.00	Vision	6,994.00	
1		\$0,774.00	VISIOII		
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				6,994.00	

DEPARTMENT: CLERK TREASURER

LINE ITEM #: 153 OLD TITLE: INPRS, FICA/MED, EMP SEC

DESCRIPTION:

Employer payments for civilian INPRS, Social Security (OASDI), Medicare, and Unemployment Insurance for employees in the General Fund Departments.

	<u>BUDGETED</u>	<u>EXPENDED</u>
2010	253,815.00	242,645.38
2011	257,200.00	251,662.90
2012	270,774.00	273,776.05
2013	303,229.00	
2014	327.911.00	

JUSTIFICATION OF ITEM						
QTY	UM	UNIT PRICE	DETAIL OF ESTIMATE FOR REQUEST	TOTAL		
				-		
1		\$135,078.97	INPRS (Employer share of 10.0%)	135,078.97		
1		\$181,204.85	OASI/MED (Employer share 7.65% payroll taxes)	181,204.85		
1		\$11,626.58	Unemployment	11,626.58		
			(0.963% of first \$9,500 salary (2013 rate))	-		
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			LINE TOTAL:	327,911.00		

LINE ITEM #: 15301 TITLE: OASDI/Medicare

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FICA/Medicare for Employees in the General Fund Departments

	BUDGETED	<u>EXPENDED</u>
2010		
2011		
2012		
2013		
2014	181,205.00	

INCREASE FROM 2013 TO 2014: **0.00%**

INCOME SOURCE FOR LINE ITEM: General Fund

JUSTIFICATION OF ITEM

QTY	UM	UNIT PRICE	DETAIL OF ESTIMATE FOR REQUEST	TOTAL
				-
			Mayor, CT, Eng, Police, Fire, PMC	
1		\$181,205.00	OASI/MED (Employer share 7.65% payroll taxes)	181,205.00
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			LINE TOTAL:	181,205.00

DEPARTMENT:	CLERK TREASURER

LINE ITEM #: 15303 TITLE: INPRS Pension - Civil

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INPRS Pension - City Contribution for Employees in the General Fund Departments

	<u>BUDGETED</u>	<u>EXPENDED</u>
2010		
2011		
2012		
2013		
2014	135,079.00	

INCREASE FROM	I 2013 TO 2014:	0.00%

INCOME SOURCE FOR LINE ITEM: General Fund

JUSTIFICATION OF ITEM

OTM	UM	UNIT PRICE	STIFICATION OF ITEM	TOTAL
QTY	UM	UNIT PRICE	DETAIL OF ESTIMATE FOR REQUEST	TOTAL
				-
			Mayor, CT, Eng, Police, Fire, PMC	
1		\$135,079.00	OASI/MED (Employer share 7.65% payroll taxes)	135,079.00
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			LINE TOTAL:	135,079.00

	CLERK TREASURER			
LINE ITEM #:	15304	TITLE:	Unemployment	
DESCRIPTION:				
Unemployment Asse	essment for Employees in the General l	Fund Departm	ents	

	<u>BUDGETED</u>	<u>EXPENDED</u>
2010		
2011		
2012		
2013		
2014	11,627.00	_

INCREASE FROM 2013 TO 2014: **0.00%**

INCOME SOURCE FOR LINE ITEM: General Fund

JUSTIFICATION OF ITEM

DEPARTMENT:	CLERK TREASURER

LINE ITEM #: 15305 TITLE: Life Insurance-Employees

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Life Insurance for Employees in the General Fund Departments
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	<u>BUDGETED</u>	<u>EXPENDED</u>
2010		
2011		
2012		
2013		
2014	11.595.00	

INCREASE FROM 2013 TO 2014: **0.00%**

QTY	UM	UNIT PRICE	DETAIL OF ESTIMATE FOR REQUEST	TOTAL
(-
			Mayor CT Eng Police Eine PMC	
			Mayor, CT, Eng, Police, Fire, PMC	
1		\$11,595.00	Basic Life	11,595.00
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			LINE TOTAL:	11,595.00

DEPARTMENT:	CLERK TREASURER

LINE ITEM #: 15306 TITLE: LTD Insurance-Employees

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Long Term Disability for Employees in the General Fund Departments
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	<u>BUDGETED</u>	<u>EXPENDED</u>
2010		
2011		
2012		
2013		
2014	4,043.00	

INCREASE FROM 2013 TO 2014: **0.00%**

JUSTIFICATION OF ITEM				
QTY	UM	UNIT PRICE	DETAIL OF ESTIMATE FOR REQUEST	TOTAL
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			Mayor, CT, Eng, Police, Fire, PMC	
1		\$4,043.00	Long Term Disability	4,043.00
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			LINE TOTAL:	4,043.00

DEPARTMENT:	CLERK TREASURER			
LINE ITEM #:	165	TITLE:	Wellness Incentives	
DESCRIPTION:				

	<u>BUDGETED</u>	<u>EXPENDED</u>
2010	0.00	8,452.40
2011	0.00	140.95
2012	0.00	5,159.26
2013	0.00	
2014	12,000,00	_

INCREASE FROM 2013 TO 2014:	0.00%
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JUSTIFICATION OF ITEM				
QTY	UM	UNIT PRICE	DETAIL OF ESTIMATE FOR REQUEST	TOTAL
1		\$12,000	Wellness Program - HR	12,000.00
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			LINE TOTAL:	12,000.00

DEPARTMENT: CLERK TREASURER

LINE ITEM #: 210 TITLE: Office Supplies

DESCRIPTION:

Office Supplies for the Clerk-Treasurer's Office, City Court, City Hall and Mayor's Office

	<u>BUDGETED</u>	<u>EXPENDED</u>
2010	23,000.00	18,885.84
2011	23,000.00	19,020.45
2012	20,000.00	21,262.56
2013	20,000.00	
2014	18.500.00	

INCREASE FROM 2013 TO 2014:	-7.50%

INCOME SOURCE FOR LINE ITEM: General Fund

JUSTIFICATION OF ITEM

QTY UM UNIT PRICE DETAIL OF ESTIMATE FOR REQUEST TOTAL 1 \$20,000 Office supplies for Clerk-Treasurer, City Court, City Hall and Mayor 18,500,00 <

DEPARTMENT:	CLERK TREASURE	₹

LINE ITEM #: 290 TITLE: Other Supplies

DESCRIPTION:

Office Supplies for the Clerk-Treasurer's Office, City Court, City Hall and Mayor's Office

	<u>BUDGETED</u>	<u>EXPENDED</u>
2010	0.00	0.00
2011	0.00	0.00
2012	0.00	270.79
2013	0.00	
2014	0.00	

INCREASE FROM 2013 TO 2014:	0.00%

JUSTIFICATION OF ITEM				
QTY	UM	UNIT PRICE	DETAIL OF ESTIMATE FOR REQUEST	TOTAL
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			LINE TOTAL:	-

DEPARTMENT: CLERK TREASURER

LINE ITEM #: 311 TITLE: Legal Services

DESCRIPTION:

	Legal Services for Clerk-Treasurer's Office
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	BUDGETED	<u>EXPENDED</u>
2010	4,000.00	0.00
2011	2,625.00	0.00
2012	2,625.00	0.00
2013	2,625.00	
2014	1,750.00	

INCREASE FROM 2013 TO 2014: -33.33%

QTY	UM	UNIT PRICE	DETAIL OF ESTIMATE FOR REQUEST	TOTAL
10	hour	\$175	Attorney Steven Knecht	1,750.00
	plus reimb expense		Attorney for Clerk-Treasurer pursuant to State statute and	-
			contractual agreement approved by Board of Works	-
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			LINE TOTAL:	1,750.00

DEPARTMENT:	CLERK TREASURER		
LINE ITEM #:	312	TITLE:	Consulting

DESCRIPTION:

Consulting Services for the City and Mayor's Office
Includes consultant work for city newsletters, new releases, brochures, etc

	<u>BUDGETED</u>	<u>EXPENDED</u>
2010	30,000.00	29,812.25
2011	16,000.00	9,417.00
2012	16,000.00	10,089.75
2013	12,000.00	
2014	12,000.00	

INCREASE FROM 2013 TO 2014:	0.00%

UM	UNIT PRICE	DETAIL OF ESTIMATE FOR REQUEST	TOTAL
			-
	\$12.000	City newsletter and publications - design, text, special media releases	12,000.00
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		LINE TOTAL:	12,000.00
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DEPARTMENT: CLERK TREASURER

LINE ITEM #: 31300 TITLE: Financial Advisor Services

DES	CP	IP	ΓT	\cap	N	١.
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Financial Advisor Services for the City and Mayor's Office		

	<u>BUDGETED</u>	<u>EXPENDED</u>
2010		
2011		
2012		
2013		
2014	10.000.00	

INCREASE FROM 2013 TO 2014: **0.00%**

JUSTIFICATION OF ITEM				
QTY	UM	UNIT PRICE	DETAIL OF ESTIMATE FOR REQUEST	TOTAL
				-
1		\$10,000	Financial Advisor & Actuarial Services	10,000.00
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			LINE TOTAL	: 10,000.00

DEPARTMENT: CLERK TREASURER

LINE ITEM #: 31400 TITLE: Other Professional Services

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Other Professional Services for the City and Mayor's Office		

	BUDGETED	<u>EXPENDED</u>
2010		
2011		
2012		
2013		
2014	50,000.00	_

INCREASE FROM 2013 TO 2014: **0.00%**

	JUSTIFICATION OF ITEM			
QTY	UM	UNIT PRICE	DETAIL OF ESTIMATE FOR REQUEST	TOTAL
				-
1		\$50,000	Other Professional Services including ADA Consulting	50,000.00
1		Ψ30,000	Other Froressional pervices including 71271 Consulting	
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			LINE TOTAL:	50,000.00
			LINE TOTAL:	30,000.00

DEPARTMENT: CLERK TREASURER

LINE ITEM #: 32000 TITLE: Newsletter & Edit Services

DESC	RIP	TIC	N(

Newsletter & Edit Services for City and Mayor's Office		

	<u>BUDGETED</u>	<u>EXPENDED</u>
2010		
2011		
2012		
2013		
2014	12,000.00	

INCREASE FROM 2013 TO 2014: **0.00%**

JUSTIFICATION OF ITEM				
QTY	UM	UNIT PRICE	DETAIL OF ESTIMATE FOR REQUEST	TOTAL
				-
1		\$12,000	Newsletter and Edit Services	12,000.00
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			LINE TOTAL:	12,000.00

DEPARTMENT:	CLERK TREASURER		
LINE ITEM #:	321	TITLE:	Postage
DESCRIPTION:			
Postage and mailing	costs for Clerk-Treasurer, City Court,	City Hall, and May	yor's Office

	<u>BUDGETED</u>	<u>EXPENDED</u>
2010	21,100.00	18,226.00
2011	18,500.00	18,355.76
2012	18,500.00	18,738.11
2013	18,500.00	
2014	18,500.00	

INCREASE FROM 2013 TO 2014: 0.00%

QTY	UM	UNIT PRICE	USTIFICATION OF ITEM DETAIL OF ESTIMATE FOR REQUEST	TOTAL
Q11	Civi			
1		\$17,600	MAIL Inc. (Parking, Wheel Lock, and Court notices, city newsletter	17,600.00
			and other mailings, general correspondence)	-
1		\$800	US Postmaster (stamps)	800.00
1		\$100	Delivery services - Federal Express, UPS, USPS	100.00
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			LINE TOTAL:	18,500.00

DEPARTMENT:	CLERK TREASURER		
LINE ITEM #:	322	TITLE:	Travel
DESCRIPTION:			
Travel expenses for	Clerk-Treasurer's and Mayor's Offices		

	<u>BUDGETED</u>	<u>EXPENDED</u>
2010	7,000.00	3,045.23
2011	5,800.00	5,340.64
2012	5,500.00	11,904.19
2013	6,000.00	_
2014	6,000.00	

INCREASE FROM 2013 TO 2014:

This combines Mayor's and Clerk-Treasurer's Budgets

JUSTIFICATION OF ITEM				
QTY	UM	UNIT PRICE	DETAIL OF ESTIMATE FOR REQUEST	TOTAL
1		\$3,000	Mayor's office travel (registration for IACT conferences, travel	2,800.00
			expense for hotels, meals, parking)	
1		\$2,000	Clerk-Treasurer's office travel (registration and travel expense for	2,200.00
			ILMCT, IACT, SBOA and other meetings, parking)	-
1		\$1,000	HR Director travel	1,000.00
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			LINE TOTAL:	6,000.00

DEPARTMENT:	CLERK TREASURER		
LINE ITEM #:	323	TITLE:	Telephone

DESCRIPTION:

Long Distance, Local Service and Cell Phone Service for Clerk-Treasurer's Office and Mayor's Office

Budget moved from City Hall

	<u>BUDGETED</u>	<u>EXPENDED</u>
2010	7,000.00	6,744.70
2011	6,900.00	5,532.18
2012	5,760.00	6,063.47
2013	6,708.00	
2014	3,900.00	_

INCREASE FROM 2013 TO 2014:	-41.86%

INCOME SOURCE FOR LINE ITEM: General Fund

JUSTIFICATION OF ITEM

QTY	UM	UNIT PRICE	DETAIL OF ESTIMATE FOR REQUEST	TOTAL
12	monthly	\$265	Clerk-Treasurer's, Mayor's, HR's,& City Attorney's Cell Phone Service	3,180.00
			(City Attorney reimburses personal use at \$40/month)	-
12	monthly	\$60	Mayor's & Clerk-Treasurer's Office Landlines	720.00
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			LINE TOTAL:	3,900.00

DEPARTMENT: CLERK TREASURER

LINE ITEM #: 330 TITLE: Informational Printing

DESCRIPTION:

Printing Services for City CAFR, City Newsletters, Personnel Manuals & Employee Insurance Enrollment Forms, etc

COMBINES MAYORS, CITY HALL, AND CLERKS BUDGETS

	<u>BUDGETED</u>	<u>EXPENDED</u>
2010	9,500.00	5,656.79
2011	8,500.00	5,623.66
2012	8,500.00	7,607.99
2013	8,400.00	
2014	8 800 00	

INCREASE FROM 2013 TO 2014:	4.76%
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JUSTIFICATION OF ITEM				
QTY	UM	UNIT PRICE	DETAIL OF ESTIMATE FOR REQUEST	TOTAL
				-
1		\$8,000	Printing - City Newsletters	8,000.00
1		\$300	Misc printing (business cards, etc.)	300.00
1		\$500	Custom Forms (HR Personnel Manuals, Insurance Forms, Etc)	500.00
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			LINE TOTAL:	8,800.00

DEPARTMENT:	CLERK TREASURER

LINE ITEM #: 331 TITLE: Legal Notices

DESCRIPTION:

Legal A	ds and Notices			

	<u>BUDGETED</u>	<u>EXPENDED</u>
2010	2,000.00	2,000.00
2011	2,000.00	799.00
2012	2,000.00	1,099.30
2013	1,500.00	
2014	2 000 00	

INCREASE FROM 2013 TO 2014:	33.33%
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JUSTIFICATION OF ITEM				
QTY	UM	UNIT PRICE	DETAIL OF ESTIMATE FOR REQUEST	TOTAL
1		\$2,000	Journal & Courier and other newpapers	2,000.00
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			LINE TOTAL:	2,000.00

DEPARTMENT: LINE ITEM #:	CLERK TREASURER 341 OLD	TITLE:	Insurance		
DESCRIPTION:					
City Insurance Package, Workers Compensation Costs					

	<u>BUDGETED</u>	<u>EXPENDED</u>
2010	178,000.00	91,490.05
2011	165,000.00	136,320.62
2012	162,000.00	146,911.06
2013	157,000.00	
2014	162,000.00	

INCREASE FROM 2013 TO 2014:	3.18%

QTY	UM	UNIT PRICE	DETAIL OF ESTIMATE FOR REQUEST	TOTAL
QTT	UWI	UNIT FRICE	DETAIL OF ESTIMATE FOR REQUEST	TOTAL
				-
1		\$162,000	Workers comp premium, property & liability package, and	162,000.00
			appraisal update, prior year workers comp payroll audit,	-
			property additions	-
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			LINE TOTAL:	162,000.00

LINE ITEM #: 34101 TITLE: Property & Liability Insurance

DESCRIPTION:

Property & Liabiilty Insurance for General Fund Departments

	<u>BUDGETED</u>	<u>EXPENDED</u>
2010		
2011		
2012		
2013		
2014	69.000.00	

INCREASE FROM 2013 TO 2014: 0.	0.00%
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	JUSTIFICATION OF ITEM				
	QTY	UM	UNIT PRICE	DETAIL OF ESTIMATE FOR REQUEST	TOTAL
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	1		\$69,000	Property & Liability Isurance, Appraisal Undates	69,000.00
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LINE TOTAL: 69,000				LINE TOTAL:	

LINE ITEM #: 34102 TITLE: Workers Compensation Insurance

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	Workers Compensation Insurance for General Fund Departn	nents
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	<u>BUDGETED</u>	<u>EXPENDED</u>
2010		
2011		
2012		
2013		
2014	93,000.00	

INCREASE FROM 2013 TO 2014: 0.	0.00%
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JUSTIFICATION OF ITEM				
QTY	UM	UNIT PRICE	DETAIL OF ESTIMATE FOR REQUEST	TOTAL
				-
1		\$93,000	Workers Compensation Insurance	93,000.00
-		Ψ>2,000	Workers Compensation Insurance	-
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			I INTE TOTAL.	93,000.00
			LINE TOTAL:	93,000.00

DEPARTMENT: CLERK TREASURER

LINE ITEM #: 362 TITLE: Repairs/Maint/Improve Services - Equipment & Vehicles

DESCRIPTION:

Equipment and Vehicle Repairs		

	<u>BUDGETED</u>	<u>EXPENDED</u>
2010	3,200.00	1,114.04
2011	2,000.00	305.00
2012	2,000.00	190.05
2013	1,500.00	
2014	2,335.00	

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QTY	UM	UNIT PRICE	DETAIL OF ESTIMATE FOR REQUEST	TOTAL
1		\$2,335	Office equipment and vehicle repairs and servicing	2,335.00
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			LINE TOTAL:	2,335.00

LINE ITEM #: 372 TITLE: Equipment Rental

DESCRIPTION:		
Equipment Rental		

_	<u>BUDGETED</u>	<u>EXPENDED</u>
2010		
2011		
2012		
2013		_
2014	210.00	

INCREASE FROM 2013 TO 2014: **0.00%**

JUSTIFICATION OF ITEM				
QTY	UM	UNIT PRICE	DETAIL OF ESTIMATE FOR REQUEST	TOTAL
1		\$210	Equipment Rental - Lanier Copier	210.00
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			LINE TOTAL:	210.00

DEPARTMENT: CLERK TREASURER

LINE ITEM #: 391 OLD TITLE: Memberships & Dues

DESCRIPTION:

Membership dues for Clerk-Treasurer, Mayor (City), and staff

Newspaper and magazine/book subscriptions

	<u>BUDGETED</u>	<u>EXPENDED</u>
2010	9,122.00	9,544.73
2011	9,345.00	9,351.49
2012	9,367.00	9,626.09
2013	9,875.00	
2014	9,590.00	

INCREASE FROM 2013 TO 2014: -2.89%

QTY	UM	UNIT PRICE	DETAIL OF ESTIMATE FOR REQUEST	TOTAL
1		\$50	TAHRA - HR Director dues	50.00
1		\$180	Society for Human Resource Management - HR Director dues	180.0
1		\$50	IMPACT - HR Dues	50.0
1		\$400	Fair Labor Handbook - HR Director	400.0
1		\$300	IACT ICOM-Mayor dues	300.0
1		\$25	North Central Mayors Roundtable - Mayor dues	25.0
1		\$7,425	IACT-City dues	7,425.0
1		\$150	Newspaper Subscriptions (one year of Journal & Courier)	150.0
		\$300	INCPAS - Clerk-Treasurer	-
1		\$165	ILMCT - Clerk-Treasurer dues	165.0
1		\$180	Association of Public Treasurers - Clerk-Treasurer dues	180.0
1		\$95	Association of Governmental Accountants - Clerk-Treasurer dues	95.0
1		\$150	International Institute of Municipal Clerks - Clerk-Treasurer dues	150.0
1		\$220	Government Finance Officers Association - Clerk-Treasurer dues	220.0
1		\$200	Amercian Payroll Association	200.0
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			LINE TOTAL:	9,590.0

DEPARTMENT:	CLERK TREASURER		
LINE ITEM #:	39101	TITLE:	Subscriptions
DESCRIPTION:			
Subscriptions for M	Mayor and Clerk Treasurer Departments		

	<u>BUDGETED</u>	<u>EXPENDED</u>
2010		
2011		
2012		
2013		
2014	550.00	

INCREASE FROM 2013 TO 2014:	0.00%

JUSTIFICATION OF ITEM				
QTY	UM	UNIT PRICE	DETAIL OF ESTIMATE FOR REQUEST	TOTAL
1		\$400	Fair Labor Handbook - HR Director	400.00
1		\$150	Newspaper Subscriptions (one year of Journal & Courier)	150.00
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			LINE TOTAL:	550.00

DEPARTMENT: CLERK TREASURER

LINE ITEM #: 39102 TITLE: Memberships & Dues

DESCRIPTION:

Membership & Dues for Mayor and Clerk Treasurer Departments

	<u>BUDGETED</u>	<u>EXPENDED</u>
2010		
2011		
2012		
2013		
2014	9,040.00	

INCREASE FROI	M 2013 TO 2014:	0.00%

INCOME SOURCE FOR LINE ITEM: General Fund

JUSTIFICATION OF ITEM

OTY	UM	UNIT PRICE	STIFICATION OF ITEM	TOTAL
QII	UWI		DETAIL OF ESTIMATE FOR REQUEST	
1		\$50	TAHRA - HR Director dues	50.00
1		\$180	Society for Human Resource Management - HR Director dues	180.00
1		\$50	IMPACT - HR Dues	50.00
1		\$300	IACT ICOM-Mayor dues	300.00
1		\$25	North Central Mayors Roundtable - Mayor dues	25.00
1		\$7,425	IACT-City dues	7,425.00
1		\$165	ILMCT - Clerk-Treasurer dues	165.00
1		\$180	Association of Public Treasurers - Clerk-Treasurer dues	180.00
1		\$95	Association of Governmental Accountants - Clerk-Treasurer dues	95.00
1		\$150	International Institute of Municipal Clerks - Clerk-Treasurer dues	150.00
1		\$220	Government Finance Officers Association - Clerk-Treasurer dues	220.00
1		\$200	Amercian Payroll Association	200.00
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			LINE TOTAL:	9,040.00

DEPARTMENT: CLERK TREASURER

LINE ITEM #: 392 TITLE: Public Relations

DESCRIPTION:

Public Relations -	Mayor's Office
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MOVED FROM MAYOR'S BUDGET

	<u>BUDGETED</u>	EXPENDED
2010	15,000.00	10,856.71
2011	12,900.00	13,455.53
2012	12,900.00	21,067.03
2013	19,575.00	_
2014	20,000,00	

INCOME SOURCE FOR LINE ITEM: General Fund JUSTIFICATION OF ITEM

DETAIL OF ESTIMATE FOR REQUEST QTY UM UNIT PRICE **TOTAL** \$2,200 2,200.00 1 Annual Employee Luncheon \$3,000 Stars & Stripes Sponsorship 3,000.00 1 \$5,000 United Way 5,000.00 1,500.00 1 \$1,500 Lafayette Citizens Band Sister City Contribution to Chamber 325.00 1 \$325 \$7,500 Event sponsorships, dinners for community and school organizations 7,500.00 1 1 \$285 **Human Relations Commission Brochures** 275.00 \$200 Other - Volunteer Awards. Etc. 200.00 1 LINE TOTAL: 20,000.00

DEPARTMENT: CLERK TREASURER

LINE ITEM #: 394 TITLE: Contract Services

DES	CRI	PT	Oľ	N:

Contract Services for Clerk's Office and Mayor's Office

	<u>BUDGETED</u>	EXPENDED
2010	176,862.00	152,307.98
2011	166,387.00	179,955.41
2012	163,589.00	287,909.91
2013	210,987.00	
2014	35.860.00	

INCOME SOURCE FOR LINE ITEM: General Fund

JUSTIFICATION OF ITEM

QTY	UM	UNIT PRICE	DETAIL OF ESTIMATE FOR REQUEST	TOTAL
				-
12	months	\$140	EZStub Fees (payroll)	1,680.00
1		\$300	Figment Group, Incdrug/alcohol testing consoritum annual fee - HR	300.00
12	months	\$240.00	Ceridian Benefit Services (Cobra) - HR Director	2,880.00
12		\$1,000	Family Services (Employee Counseling Benefit) - HR Director	12,000.00
1		\$335	Wycom (Check Signer Maintenance)	335.00
1		\$5,000	Other misc. services (temp employees, drainage assessments, other)	5,000.00
1		\$13,665	ERP Install -additional services necessary for implementation	13,665.00
				-
				-
				-
				-
				-
				-
			LINE TOTAL:	35,860.00

DEPARTMENT:	CLERK TREASURER
DEI AKTMENT.	CLERK TREADURER

LINE ITEM #: 395 TITLE: Service Agency Payments

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Service Agency Payments

	<u>BUDGETED</u>	<u>EXPENDED</u>
2010		
2011		
2012		
2013		
2014	108.324.00	

INCREASE FROM 2013 TO 2014: 0.00%

JUSTIFICATION OF ITEM				
QTY	UM	UNIT PRICE	DETAIL OF ESTIMATE FOR REQUEST	TOTAL
4	quarters	\$17,580	Tippecanoe Community Health Clinic- (\$0.0067/\$100 AV)	70,320.00
1		\$30,000	Animal Shelting Contract	30,000.00
12	months	\$667	Lafayette Crisis Center	8,004.00
				-
				-
				-
				-
				-
			LINE TOTAL:	108,324.00

DEPARTMENT:	CLERK TREASURER		
LINE ITEM #:	396	TITLE:	Instruction
		-	

DESCRIPTION:
Training Classes for Mayor's and Clerk-Treasurer's staff

	<u>BUDGETED</u>	<u>EXPENDED</u>
2010	1,200.00	1,740.00
2011	1,600.00	1,280.00
2012	1,600.00	1,053.50
2013	1,600.00	
2014	6,000.00	

INCREASE FROM 2013 TO 2014:	275.00%

INCOME SOURCE FOR LINE ITEM: General Fund

JUSTIFICATION OF ITEM

DEPARTMENT: CLERK TREASURER

LINE ITEM #: 397 TITLE: Licenses, Permits & Fees

DESCRIPTION:

	<u>BUDGETED</u>	<u>EXPENDED</u>
2010	8,840.00	7,008.82
2011	8,240.00	7,684.93
2012	7,920.00	9,666.45
2013	8,520.00	
2014	8,960.00	

INCOME SOURCE FOR LINE ITEM: General Fund

JUSTIFICATION OF ITEM

QTY	UM	UNIT PRICE	DETAIL OF ESTIMATE FOR REQUEST	TOTAL
QII	CIVI	CIVITINGE	DETAIL OF ESTIMATE FOR REQUEST	
				-
12	monthly	\$550	Payroll and Accounts Payable Service Charges*	6,600.00
12	monthly	\$150	Credit Card Payments Service Charges (CT and Court)	1,800.00
1	•	\$100	Deposit Slips	100.00
1		\$260	JP Morgan Chase (Safe Deposit Boxes)	260.00
1		\$200	Other Fees (notary, recording) and estimated cost increases	200.00
				-
			WWTU reimburses a portion of the banking service charges.	-
			Credit card court payments and online parking ticket payments	=
			are charged a convenience fee which covers cost of credit card	-
			charges.	-
				-
				=
				_
				_
				_
				=
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				-
				-
				-
			LINE TOTAL:	8,960.00